


**INTEROFFICE MEMORANDUM**

**METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO**

**DEPARTMENT:** General Administration  
Diversity Section

**DATE:** August 25, 2023

**TO:** John P. Murray, Director of Maintenance and Operations

**FROM:** Richard L. Martinez, Jr., Acting Diversity Administrator 

**SUBJECT:** **Goal Review of Contract 24-608-11, "Furnishing and Delivering Mechanical Parts to Various Locations."**

Our review of this contract's detail specifications indicates that Affirmative Action goals are not recommended.

The estimated cost for this contract is not to exceed \$321,000.00. The estimated 2024, 2025 and 2026 expenditures are not to exceed \$112,800.00, \$112,800.00 and \$112,800.00 respectively and requires the Contactor to provide all services to furnish and deliver mechanical repair parts, on an as-needed basis, expiring December 31, 2026, to various Metropolitan Water Reclamation District service areas. The purpose of this contract is to procure mechanical parts such as bearings, seals O-rings, sprockets and v-belts over a three-year period.

The Affirmative Action Ordinance Revised Appendix D and Appendix V are not applicable to this contract because it is a furnish and deliver contract and there is no labor furnished under this contract. Moreover, there is a lack of MBE/WBE/VBE's available that can provide the specific items as a Supplier specified in the contract.

Therefore, the Affirmation Action Ordinance Revised Appendix D and Appendix V should not be included.

If you have any questions, please contact Diversity Officer, Ms. Ouidie M. Pollard, at extension 1-3029.

RLM:omp

Attachments

c: LoCascio, Cornier, Morakalis, Grosko, Genser, Skawski, Matias